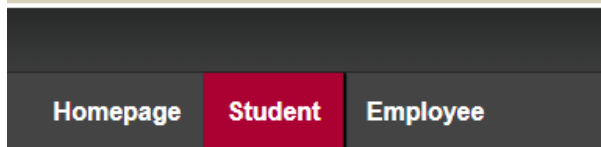
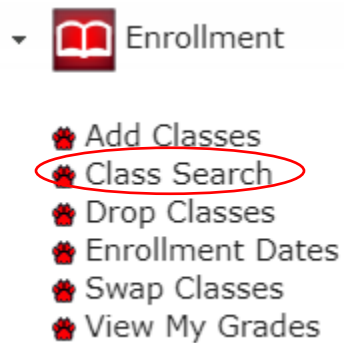


## How to Enroll into Classes

1. Log into preferred browser and log into MyCWU account.
2. Click on the Student tab.



3. Click on Enrollment on the Left-hand side and click Class Search.



4. Change the Term to the correct quarter.
5. Click the drop-down menu next to Subject and select which subject your class is.

ACCT – Accounting  
BUS – Business  
BUAN – Business Analytics  
ECON – Economics  
FIN – Finance  
HRM – Human Resource Management  
MGT – Management  
MIS – Management Information Systems  
MKT – Marketing  
PFP – Personal Financial Planning  
SCM – Supply Chain Management

6. In the blank box to the right of Course Number, type the course number.

For ACCT 251, the course number is 251

7. Uncheck the box next to “Show Open Classes Only” to see classes that are full, but that you can put yourself on the Waitlist for.
8. If you have a preference on mode of instruction, meeting day/time, days of the week, etc. select your preferences from the drop-down menu.
9. Then click Search or Search Web Classes Only.

**Search for Classes**

Institution:  Term:  4

Select at least 2 search criteria. Select Search to view your search results.

▼ Class Search

Subject:  5

Course Number:   6

Course Career:

☒ Show Open Classes Only 7

▼ Instruction Mode Search Criteria

Mode of Instruction:

▼ Additional Search Criteria

Meeting Start Time:

Meeting End Time:

Days of Week:

☐ Mon ☐ Tues ☐ Wed ☐ Thurs ☐ Fri ☐ Sat ☐ Sun

Instructor Last Name:

Class Nbr:  ?

Course Keyword:  ?

Minimum Units:

Maximum Units:

Course Component:

Session:

Campus:

Course Attribute:

Course Attribute Value:

Clear Search Search Web Classes Only

10. Select the class you would like to enroll in.

\*Green circle classes are open

\*Yellow triangle classes are closed, but you can add yourself to the waitlist

**3 class section(s) found**

▼ACCT 351 - Intermediate Accounting II

Units	Class	Section	Days & Times	Room	Instructor	Meeting Dates	Status	Instruction Mode	
5.00	10005	A01-LEC Regular	TBA	Online	Clemense Ehoff	01/05/2021 - 03/12/2021		Online	Select

Campus CWU-Online

Units	Class	Section	Days & Times	Room	Instructor	Meeting Dates	Status	Instruction Mode	
5.00	11896	A02-LEC Regular	MoWe 3:20PM - 5:30PM	Online	James Thompson	01/05/2021 - 03/12/2021		Real-Time Online	Select

Campus CWU-Online

Units	Class	Section	Days & Times	Room	Instructor	Meeting Dates	Status	Instruction Mode	
5.00	12479	A03-LEC Regular	Th 6:00PM - 9:00PM	Online	Ke Zhong	01/05/2021 - 03/12/2021		Real-Time Online	Select

11. Click the “Waitlist if Class is full” checkbox if needed and then click Next.

[Search for Classes](#)

## Add to Shopping Cart - Enrollment Preferences

Winter 2021 | Undergraduate | Central Washington University

ACCT 351 - Intermediate Accounting II

### Class Preferences

ACCT 351-A02      Lecture      ● Open

Session Regular Academic Session

Career Undergraduate

**Wait List** ☐ Wait list if class is full

Grading Graded

Units 5.00

### Enrollment Information

- Prerequisite: ACCT 350 with a C or better and Accounting pre-majors or majors or minors or Master Professional Accountancy major.

Cancel

Next

Section	Component	Days & Times	Room	Instructor	Start/End Date
A02	Lecture	MoWe 3:20PM - 5:30PM	Online	James Thompson	01/05/2021 - 03/12/2021

### NOTES

Class Notes ACCT 310 is a Co-Requisite of ACCT 351


[Go to top](#)


12. Repeat steps 3-11 for each of the classes you are wanting to enroll into.

13. Click on Enrollment on the left-hand side, and click Add Classes


▼  Enrollment

 **Add Classes**

 Class Search

 Drop Classes

 Enrollment Dates

 Swap Classes

 View My Grades

14. When your Shopping Cart looks correct, click Proceed to Step 2 of 3

### 1. Select classes to add

To select classes for another term, select the term and select Change. When you are satisfied with your class selections, proceed to step 2 of 3.

Winter 2021 | Undergraduate | Central Washington University

Pre-Requisites, Reserve or Consent    Open    Closed    Wait List

**Add to Cart**  
Enter Class Nbr

**Find Classes**  
☒ Class Search  
☐ My Requirements  
☐ My Planner

**Winter 2021 Shopping Cart**

Delete	Class	Days/Times	Room	Instructor	Instruction Mode	Units	Status
	ACCT 351-A02 (11886)	MoWe 3:20PM - 5:30PM	Online	J. Thompson	Real-Time Online	5.00	

Proceed to Step 2 of 3

15. If everything on the next page looks correct, click Finish Enrolling

### 2. Confirm classes

Select Finish Enrolling to process your request for the classes listed. To exit without adding these classes, select Cancel.

Winter 2021 | Undergraduate | Central Washington University

Pre-Requisites, Reserve or Consent    Open    Closed    Wait List

Class	Click on ICON to find more	Days/Times	Room	Instructor	Instruction Mode	Units	Status
ACCT 351-A02 (11886)	Intermediate Accounting II (Lecture)	MoWe 3:20PM - 5:30PM	Online	J. Thompson	Real-Time Online	5.00	